

**BUDLEIGH SALTERTON TOWN COUNCIL**  
**Council Offices, Station Road, Budleigh Salterton, EX9 6RJ**

28 April 2021

**Please note:** Due to the current Covid-19 crisis, the Town Council will meet virtually via Zoom. This is as authorised by the Regulations set out in Clause 78 of the Coronavirus Act 2020. Details of how to join the Meeting are attached to this document.

**Councillors:** You are hereby summoned to attend the Annual Meeting of the Town Council to be held online on Tuesday 4 May 2021 at 7.00pm. The Agenda is set out below.



Mrs J E Vanstone  
Town Clerk

## **AGENDA**

- 1. Election of Chairman**
- 2. Declaration of Acceptance of Office by Chairman**
- 3. To receive any Apologies for Absence**
- 4. Election of Vice Chairman**
- 5. Chairman's Remarks**
- 6. To Appoint Members to Serve on the Under-mentioned Committees:-**
  - (a) Planning (with Power to Act)
  - (b) Public Hall
  - (c) Finance
  - (d) Foreshore and Footpaths
  - (e) Community Gardens
  - (f) Staffing
  - (g) Town Improvement Fund
  - (h) Community Infrastructure Levy
  - (i) Budleigh Salterton Traffic Group
  - (j) Climate Change Group
  - (k) Emergency Group
- 7. To Appoint Representatives to Serve on the Under-mentioned Bodies:-**
  - (a) Budleigh in Bloom
  - (b) Budleigh Salterton & District Chamber of Commerce
  - (c) Budleigh Salterton Covid Support Group
  - (d) Budleigh Salterton Nursing Association
  - (e) Devon Association of Local Councils – Larger Councils Sub-Committee
  - (f) East Devon District Council – Arts & Culture Forum
  - (g) Exmouth & District Community Transport Group
  - (h) Exmouth Local Action Group
  - (i) Fairlynch Museum
  - (j) Friends of Budleigh Library
  - (k) Jurassic Coast Communities Forum
  - (l) Knowle Village Hall Committee
  - (m) Parish Tree Warden
  - (n) St Peter's Primary School

- 8. To Appoint Trustees**  
Fryer Welfare Trust – Cllr D J Hayward  
Fryer Recreational Trust – Cllr R D Sherriff
- 9. Dates and Times of Meetings**  
To fix dates and times for Ordinary Meetings of the Council and of the Planning Committee for the ensuing year and to agree Power to Act on Planning Applications during the Easter and Christmas/New Year periods and at other times when the Planning Committee might not be able to meet.
- 10. Authority to Sign Cheques/Direct Debits**  
To agree names of Members with authority to sign cheques and Direct Debits and make payments via Internet Banking.
- 11. Bank Mandates**  
To consider renewing mandates with Lloyds Bank.
- 12. Deeds and Documents**  
To note that the deeds and documents are held with Messrs Gilbert Stephens of 51 High Street, Budleigh Salterton.
- 13. Insurance**  
To note that the Town Council's insurance cover is currently held with Royal Sun Alliance.